



**CITY OF BRISTOL  
BOARD OF FINANCE AGENDA REQUEST FORM**

To: Board of Finance Commissioners

From: BOE  
(Requesting Department)

Date: 1/23/20  
(Submission Date)

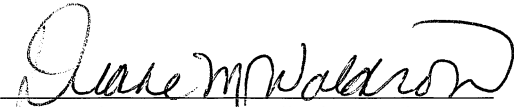
For the 1/28/20 Board of Finance Meeting Agenda  
(Date of Meeting)

This request is for:  
(Please check the type of request and list in whole dollar amounts)

- ☒ Additional Appropriation \$ 30,000
- ☐ Transfer from Contingency \$ \_\_\_\_\_
- ☐ Transfer(s) \$ \_\_\_\_\_
- ☐ Grant \$ \_\_\_\_\_
- ☐ Carry-over(s) \$ \_\_\_\_\_
- ☐ Other \_\_\_\_\_

**Approval:**

This request was approved by the Board of \_\_\_\_\_  
(governing Board of your department)  
at its meeting held on \_\_\_\_\_.  
(date)

  
(Department Head's signature)

***All requests to appear on the Board of Finance meeting agenda for consideration must be submitted to Jodi McGrane in the Comptroller's Office by 10:00 a.m. Monday of the preceding week of the meeting. Board of Finance Meetings are held on the fourth Tuesday of each month at 5:30 p.m. in the Council Chambers.***

## Board of Finance Agenda Request Form

Reason for request:

Funding requested for architectural, hazmat and engineering for Northeast Middle School gym floor. Funds are coming from the closeout of other school projects within the School Capital Projects Fund. Additional funding to be requested at a later date.

Additional Appropriation(s) and/or Appropriation(s) complete the following:

<b>Account</b>	<b>Rev/Exp</b>	<b>Account Name</b>	<b>Amount</b>
3015220-533000-20C21	Exp	NEMS Gym Floor Prof Services	\$30,000
3015220-490001-20C21	Rev	NEMS Transfer in General Fund	\$30,000

<b>Date and Description</b>	<b>Total Project Expenditures</b>	<b>City of Bristol Expenditures</b>
<b>Soft Costs</b>		
Architectural/Engineer Fees	\$ 15,200.00	\$ 15,200.00
Hazmat Survey, Testing and Document Fees	\$ 8,000.00	\$ 8,000.00
		\$ -
Soft Cost Contingency	\$ 4,640.00	\$ 4,640.00
<b>Sub Total</b>	<b>\$ 27,840.00</b>	<b>\$ 27,840.00</b>

Jennifer Dube, Chair  
Kristen Giantonio, Vice-Chair  
Allison Wadowski, Secretary  
Eric Carlson  
Thomas O'Brien  
Shelby Pons  
John Sklenka  
Karen Vibert  
Christopher Wilson



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Catherine M. Carbone, Ed.D.  
Superintendent of Schools

Michael Dietter, Ed.D.  
Deputy Superintendent of Schools

January 14, 2020

Mr. John Smith  
Finance Board Chair  
103 Tuttle Road  
Bristol, CT 06010

Re: Budget Allocations for the Bristol Board of Education

Dear Mr. Smith:

As the Board of Finance is aware, over the summer the Northeast Middle School gymnasium floor buckled as a result of what is believed to be a failing vapor barrier. Due to the asbestos-containing material present in the floor and underlay, the nature of this replacement is time-sensitive and will require an empty building and considerable planning time. For these reasons, we are requesting an additional budget allocation in the amount of \$285,000 to replace the gymnasium floor at Northeast Middle School. We are requesting the funds at this time so that we may proceed with establishing a scope of work, procurement, demolition and abatement, and final construction.

Thank you for your consideration of this request.

Respectfully,

Catherine M. Carbone, Ed.D.  
Superintendent of Schools

JB:CMC:spe

pc: Mayor's Office  
Comptroller Office